

**Minority and Small Business Reimbursement Grant Program  
Evaluation Panel Established by Act 154 of 2020**

**Meeting**

Wednesday, December 2, 2020

9:30 A.M.

Meeting Held Electronically

Public Access -Wade Hampton Building – 1st Floor Governor’s Conference Room  
Columbia, South Carolina

**MINUTES**

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Panel Members Present: Dr. Delores Dacosta, Ms. Ashely Teasdel, Mr. Hartley Powell (All Present Electronically)

Others Present:

GuideHouse - Mike Tosh, Kajal Patel, Vinod Ramachandran, Kevin Sweitzer, Nathan Pauvre, Travis Green (All Present Electronically)

Department of Administration - Marcia Adams, Paul Koch, Brian Gaines, Lindsey Kremlick, Mason Summers, David Avant (All Present Electronically)

Others - Brenton Brown, Commission for Minority Affairs, Cynthia Haddad, Commission for Minority Affairs, Ashley Thomas, Department of Revenue, Ashlee Priester, Department of Revenue, Mike Sayles, Department of Revenue (All Present Electronically)

Those Present in the Governor’s Conference Room, Wade Hampton Building which was made available to the public - Kelly Coakley with the S.C. Department of Administration (present to ensure availability of electronic participation during open sessions)

**I. Call to Order**

Ms. Adams called the meeting of the Panel to order at 9:30 a.m.

Roll call of all present was taken and a quorum confirmed.

Compliance with the posting requirements of the South Carolina Freedom of Information Act was noted.

Ms. Adams reported to the Panel that the purpose of the meeting would be to discuss the process established by Section 7, Act 154 of 2020 and the Applications and Proposed Agreements with Applicants received as a result of the Act.

The panel members held discussions regarding the establishment of panel procedures, what matters could be discussed in executive session, that no action could be taken in executive session and the

procedure for entering executive session. A motion was made by Mr. Powell and seconded by Dr. Dacosta to enter executive session to discuss proposed agreements with applicants for the receipt of grant funds under Section 7 of Act 154. The motion was adopted unanimously.

The Panel entered into executive session at 9:47 a.m.

## **II. Executive Session**

During executive session, the Panel had both general and specific discussions of the proposed agreements with applicants as well as the scoring methodology, the eligibility of certain businesses and how to apportion the amount of money appropriated by Act 154 for minority and small businesses among those businesses.

A motion to return to open session was made by Ms. Teasdel and seconded by Mr. Powell. The motion was adopted unanimously. No other action was taken in executive session.

The Panel returned to open session at 11:24 a.m.

## **III. Return to Open Session**

Upon return to open session, it was noted that there had been no substantive action taken in executive session. Further, the following actions were taken by the Panel:

- A. A motion was made by Dr. Dacosta and seconded by Ms. Teasdel to accept for evaluation by the panel the 6377 applicant businesses identified by GuideHouse as having provided appropriate identification information as validated by the South Carolina Department of Revenue; and, to accept for evaluation by the panel the 114 applicant businesses that were reviewed to ensure that they were not private educational institutions, as that term is meant in its traditional sense, to the extent that these 114 applicant businesses have provided appropriate identification information as validated by the South Carolina Department of Revenue.

This motion was passed by unanimous vote of the panel.

- B. A motion was made by Mr. Powell and seconded by Ms. Teasdel to adopt a scoring methodology for applications that awards applicant businesses one (1) point for each of the priority factors set out in Section 7(C)(1) of Act 154 for a total possible score of four (4). The priority factors/categories and the respective score for each is set out in "Exhibit 1 to Minutes" which is attached to and incorporated herein by reference as if repeated verbatim.

This motion was passed by unanimous vote of the panel.

In addition to the above motions, the panel discussed potential future meeting dates and tentatively set the next meeting of the panel for Friday, December 11, 2020 at 10:00 a.m.

#### **IV. Meeting Adjourned**

A motion to adjourn was made by Mr. Powell and seconded by Ms. Teasdel. The meeting was adjourned at 11:29 a.m. upon the unanimous vote of the panel.